

Effective Public Speaking

INTRODUCTION TO COURSE

I. The Importance of Effective Public Speaking *Why is this course important?*

A. The Majority of Public Addresses are **failures**.

"I think things had better not be said at all, than said weakly."—Jean Francois Millet

1. You can be an influence.
2. The more important a subject the more important it is to give it carrying power.

B. Speaking in Public is the most **difficult** of all arts.

"Nothing more rare among men than a perfect orator."—Cicero

1. Its Value
Because it is so valuable you have to dig just as you would to get a diamond. (Diamonds do not grow hanging on the limbs of trees.)
2. Its Variables

CICERO'S REQUISITES FOR A PUBLIC SPEAKER

Logician's **acuteness**
Philosopher's **subtlety**
voice
Poet's **harmony**

Lawyer's **memory**
Tragedian's
Actor's **gesticulation**

There are too many chances for failure in public speaking. If we are going to speak effectively in public we need to have a Logician's acuteness (keen perception), a Philosopher's subtlety, Poet's harmony, Lawyer's memory (speaking extemporaneously>preparation is done in advance, but speech is given without notes.), a Tragedian's voice (vocal ability to express sorrow, pain, grief, tragedy), and an Actor's Gesticulation (ability to gesture, the ability to underscore or emphasize what is being said with the mouth.)

C. **Talk** is the mightiest force in the world. Hebrews 1:3; James 3:5

1. **God spoke** the universe into existence. 2 Peter 3:5

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2. **Education** lies in talk.
3. **To keep an idea, give it away.** An idea is never really your own until you impart it to another person.
4. Talk has made the **reputation of Babel**.
5. A word is **an expression of what is going on inside a person**.
6. **Assignment** to write about 4 favorite speakers.

D. The Place of **prominence** that oratory has taken.

1. In Business
2. In Pastoring
3. In Evangelism
4. In Politics
5. In Entertainments

E. The extraordinary **power** of great masters on the platform.

1. To Move Entire Audiences
 2. To Affect Change
- Peter on day of Pentecost = 3,000 saved. Acts 2:41

F. Every Speech is a **conversation** between speaker and audience.

G. To uphold a good **impression** of the ministry.

H. It will make the student a **better** person.

II. The Elements of Effective Public Speaking

- A. A true communicator aims not at eloquence, but effectiveness.
"Make it your aim not to do well, but to do good."
- B. Communication is effective when the listener understands the message.
- C. It is **oratory** and not **elocution**.
Elocution is reciting that which has been written by another; oratory is speaking one's own matter. The speaker is most

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effective when speaking his own matter; whenever you speak, whatever you speak, MAKE IT YOUR OWN.

Class Purpose:

To Develop Effective Communicators and not Merely Performers

D. A good public speaker must be first a good **listener**.

E. The “**After the Speech**” Factor

1. Audiences Reward
2. Speaker’s Reward

F. It must be **interesting** enough that people will choose to listen.

1. People can be made to attend, but cannot be made to listen. It is the speaker’s job to get them to choose to listen.
2. Most People are egocentric. They pay closest attention to the things that affect them, their own personal beliefs and values.

*“Let the trumpet which sounds for the Lord arrest all who hear by its **power** and **clarity**, and let it never give forth an **uncertain** tone.”—John Calvin*

G. The effective speaker will observe the effectiveness of his own techniques during **actual speaking**. *The work of a speaker’s art is a lifelong study. In every speech he makes discoveries.*

H. Study does not make you **artificial**, but the manner of delivery is as important to a speaker as it is to a baseball pitcher.

*“Genius is born; **success is won**.”*

*“Even after the best speech, the effect is hardly **a hundredth part** of the effort expended.”*

*“You learn to express yourself by **expression**; to feel by **feeling**; to think by **thinking**.”*

III. The Place of Effective Public Speaking

A. There are **many** opportunities for speaking in public.

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1. Universities, churches, courts of law, theatres, etc. are all places we hear public speaking and reading.
 2. Speaking effectively is a matter of **importance in every single calling**. (Preaching, teaching, witnessing, personal evangelism, testifying, praying, song introduction, song leader, introductions, memorials.)
- B. A place of **preeminent** consequence.
Language was spoken before it was written.